

STEPS TO OPERATE A FOOD TRUCK (SELF-CONTAINED MOBILE FOOD UNIT)

- Submit plans for review:
 - \$100 plan review fee payable to FCHD (cash, check, debit/credit, money order)
 - Plan Application Form
 - Information Sheet for Food Establishments
 - Menu (Provide source of food ingredients)
 - (4) four sets of floor plans
 - Label essential equipment
 - Isometric drawing (riser diagram) to meet Kentucky State Plumbing Code that include sinks, tanks, and water heater (Please refer to Chapter 5 of the 2013 FDA Food Code for specifics).
 - Work must be completed by a licensed Master Plumber.



- Once plans are approved by the Franklin County Health Department and KY Division of Plumbing, a plumbing inspector will contact you to setup an appointment for final plumbing approval. The last step is to contact the Franklin County Health Department Environmental Inspector to setup an appointment for an opening inspection. The Inspector must be able to verify all necessary equipment is working properly without an electrical outlet (hot and cold running water and refrigeration units).

- Required Equipment
 - (3) three Compartment sink
 - Hand sink(s) accessible to wash work station
 - Soap and paper towels
 - Hot and cold water under pressure at all times of operation
 - Waste tank 50% larger than the fresh water tank
 - Screening or air curtains to prevent entrance of flying insects.
 - Sanitizer (bleach water should equal 50-200ppm, QUAT water should equal 200-400 ppm)
 - Hair restraint
 - Proper test strips to test sanitizer residual
 - Metal stem thermometer to check internal temperature of food
 - Thermometer in each refrigerated unit (cooler included)
 - Gloves
 - Floors, walls, and ceiling smooth and easily cleanable
 - Body Fluid Cleanup Kit or procedure must be in place

- Things to Remember
 - Permit fees are due upon passing initial permitting inspection. Statewide Mobile Food Unit permits run on a calendar year basis and are paid annually.
 - Restrooms must be available near the area of operation.
 - Operation in various cities and counties may require certain vending business licenses. Please contact that city and or county for specifics.

*In Frankfort please contact: City of Frankfort Finance Department at 502-352-2079
In Franklin County please contact: Franklin Co Tax Admin at 502-875-8709*

City of Frankfort - Finance Department
315 West Second Street
Frankfort, KY 40601
Phone: 502-352-2079
www.frankfort.ky.gov/400/Business-License

Franklin County - Business License
321 W. Main St
Frankfort, KY 40601
Phone: 502-875-8709

Franklin County Health Department - Environmental Health
851 E-W Connector
Frankfort, KY 40601
GPS: 100 Moore Dr (Expree Bank, and turn Left for FCHD-PHC)
Phone: 502-564-7647
Fax: 502-564-5672
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